ORDINANCE No. 1/5303

COUNCIL BILL No. 107515

AN ORDINANCE relating to recognition ceremonies and gatherings; amending SMC Ch. 4.96 to permit the expression in the form of recognition ceremonies and symbols, of municipal appreciation to City staff for their services.

COMPTROLLER FILE No.

Introduced: SEP 5 1989	By: Galle
Referred: SEF 5 1989	To: Januare & Ressonne
Referred:	To:
Referred:	To:
Reported: SEP 1 ປ່າຄະຖື	Second Reading: SEP 1 0 1990
Third Reading: SEP 1 v 1390	Signed: SFP-1-0-1990
Presented to Mayor: \$EP 1 1 1999	Approved:
Returned to City Clerk: SEP 1 7 1990	Published:
Vetced by Mayor:	Veto Published:
Passed over Veto:	Veto Sustained:

Law Department

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Honorable President:

Your Committee on....

to which was referred the with report that we have considered

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Date Reported

The City of Seattle--Legislative Department

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Honorable President: Your Committee on 100	e de Personnel	
to which was referred the within Coun	ncil Bill No. 107515	
report that wa have considered the sar	me and respectfully recommend that the	e same:
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Committee Chair

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ORDINANCE 115303

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AN ORDINANCE relating to recognition ceremonies and gatherings; amending SMC Ch. 4.96 to permit the expression, in the form of recognition ceremonies and symbols, of municipal appreciation to City staff for their services.

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

Section 1. SMC 4.96.010 (§ 1 of Ordinance 11787) is amended as follows:

4.96.010 Policy.

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It shall be the policy of The City of Seattle to allow recognition and expression of its appreciation, in a manner appropriate for a governmental agency, to those who volunteer their time or services by serving on committees, carrying out assignments, or otherwise assisting in the performance of City functions, as well as to those City officers and employees who, because of similar service, are deserving of such recognition.

SMC 4.96.020 (§ 2 of Ordinance 111787) is Sec. 2. amended as follows:

4.96.020 Policy implementation.

To implement Section 4.96.010, ((a department)) Α. the head of any City employing unit may arrange and present ((an annual)) recognition ceremon((y))ies (such as ((a)) tours, receptions, ((or)) and entertainment activit((y))ies)((+)), and present to outstanding volunteers, and in satisfaction of a condition of employment, to City officers and employees symbols of recognition (such as a letter, medal, plaque, pin or tie clip, jacket or cap, bouquet of flowers or an ornamental plant, or other object or experience demonstrating gratitude and acknowledgment of merit) that convey the

CS 19.2

City's appreciation. Separate ceremonies may be held for different divisions or activities.

B. These general guidelines shall apply in undertaking any such recognition program:

- 1. The cost and expenses of providing such recognition and appreciation for volunteers and compensated City staff shall be budgeted, or noted in the City's annual budget, as an identified sum;
- 2. The recipients shall be selected upon an objective basis, that reflects time, effort or skills donated or applied for the furtherance of City functions;
- 3. The primary value of the memento or apparel presented or the recasion shall be in the thought expressed rather than in the intrinsic worth of the object or the food or entertainment provided; and
- 4. The ceremony and presentations shall be in keeping with the pattern and practices of governmental agencies and public service organizations that solicit and draw upon donated services and contributions, in giving recognition and showing appreciation to their compensated staff and people who volunteer their time or skill for the support of City programs and activities.
- Sec. 3. SMC 4.96.030 (§ 3 of Ordinance 111787) is amended as follows:

4.96.030 Refreshments.

A. To assist in performance of assigned activities or to show appreciation of time and service donated or of meritorious compensated service, ((department)) the heads of City employing units may provide light refreshments to

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volunteers and, as a condition of employment, to compensated City staff, or any of the same, during or immediately after the performance of their duties if (1) funds are appropriated in the City's annual budget for the $((\frac{department}{}))$ employing unit for providing refreshments to volunteers and such staff, or (2) the refreshments are donated to the City for such purposes. For this purpose, a ((department)) the head of a City employing unit may authorize an organization ((7 which)) that regularly provides or coordinates volunteers, to maintain furniture, machines and/or equipment for dispensing light refreshment to volunteers and to compensated City staff, and subject to the authorization of the Purchasing Agent, contract with such an organization for providing volunteers and such staff with light refreshments as authorized in this section.

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The term, "light refreshments," is illustrated by these examples: coffee, tea, milk, hot chocolate, fruit juices, soft drinks and non-alcoholic beverages; doughnues, cakes, pies, cookies, fruit, sandwiches, and ($(\Theta \dot{r})$) light snacks; and when donated to the City for an activity or to assist and further motivate compensated City staff and volunteers, the food ($(\Theta \pm)$) and drink supplied by the donor.

Any act consistent with and prior to the effective date of this ordinance is hereby ratified and confirmed.

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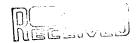
Section 5... This ordinance shall take effect and be in force thirty days from and after its passage and approval, if approved by the Mayor; otherwise it shall take effect at the time it shall become a law under the provisions of the city charter.

Passed by the City Council the 10+6	y of September	, 19 9
and signed by me in open session in authentication o	of its passage this	day of
September , 1949 (
1m11	President of the	City Council.
Approved by me this 17th day of St	Moment the	<u>-</u>
Filed by me this 1744 day of Supt	ember , 1990	Mayor.
	Attest: 1 oward & Bro	rks
(SEAL)	City Comptroller and By Manyaget Conti	•
Published		Deputy Clerk.

PUBLISH II DO NOT PUBLISH

City of Seattle Personnel Department

Everetr S. Rosmith, Personnel Director Charles Royer, Mayor





August 16, 1989

T0:

City Council

City of Seattle

VIA: Mayor Charles Royer

ATTN: Kenneth R. Bounds

Budget Director

031. 17

FROM:

Everett S. Rosmith

Personnel Director

SUBJECT: Ordinance Permitting City Departments to Express Recognition of

Employees Through Recognition Ceremonies

Attached for your consideration is a proposed ordinance amending SMC 4.96, Recognition of Volunteers (Ordinance 111787), by granting City departments the authority to express, in the form of recognition ceremonies and symbols, municipal appreciation to compensated City staff for their services. At the present time such recognition is authorized at City expense only for volunteer workers.

This proposed legislation originated at the Seattle Center Department. In discussion with members of the Mayor's cabinet, there was a consensus that such employee recognition plays a part in overall employee morale, thus should be available on a Citywide basis.

In July 1988 the City Council adopted Ordinance 114056 establishing a pilot program authorizing employee safety and performance award programs. Even though only in its pilot stage, the safety and performance award programs have been enthusiastically received by City management and employees. The employee recognition described in this proposed legislation is a significant follow-up step in the City's increased commitment to employee morale. Therefore, we recommend your favorable consideration of the attached proposed ordinance.

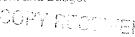
ESR:rtp Attachment

OTICE: IF THE DOCUMENT IN THIS FRAME IS LESS CLEAR THAN THIS NOTICE IT IS DUE TO THE QUALITY OF THE DOCUMENT.

City of Scattle

Executive Department-Office of Management and Budget

Kenneth R. Bounds Director Calefro Rober, Mayor





August 22, 1989

AUG 2 5 1989

The Honorable Douglas Jewett City Attorney City of Seattle

Dear Mr. Jewett:

The Mayor is proposing to the City Council that the enclosed legislation be adopted.

REQUESTING

DEPARTMENT:

Personnel

SUBJECT:

An ordinance relating to recognition ceremonies and gatherings; amending SMC Chapter 4.96 to permit the expression, in the form of recognition ceremonies and symbols, of municipal appreciation to City staff for their services.

Pursuant to the City Council's S.O.P. 100-014, the Executive Department is forwarding this request for legislation to your office for review and drafting.

After reviewing this request and any necessary redrafting of the enclosed legislation, return the legislation to OMB. Any specific questions regarding the legislation can be directed to Rick Painter.

Sincerely,

Charles Royer Mayor

bу

KENNETH R. BOUNDS Budget Director

Rick Painter

KB/rp/mhb

Enclosure

cc: Director, Personnel

TIME AND DATE STAMP

SPONSORSHIP	
THE ATTACHED DOCUMENT IS SPONSORED FOR THE MEMBERIS) OF THE CITY COUNCIL WHOSE Marginia Jacks	SIGNATURE(S) ARE SHOWN BELOW:
FOR CITY COUNCIL PRESIDENT USE ONL COMMITTEE(S) REFERRED TO:	Ÿ
ORESIDES	NT'S SIGNATURE

NOTICE: IF THE DOCUMENT IN THIS FRAME IS LESS CLEAR THAN THIS NOTICE IT IS DUE TO THE QUALITY OF THE DOCUMENT.

STATE	OF	WASHINGTON	-	KING	COUNTY
61.		-22-			

30572 City of Seattle

No.

Affidavit of Publication

The undersigned, on oath states that he is an authorized representative of The Daily Journal of Commerce, a daily newspaper, which newspaper is a legal newspaper of general circulation and it is now and has been for more than six months prior to the date of publication hereinafter referred to, published in the English language continuously as a daily newspaper in Seattle, King County, Washington, and it is now and during all of said time was printed in an office maintained at the aforesaid place of publication of this newspaper. The Daily Journal of Commerce was on the 12th day of June, 1941, approved as a legal newspaper by the Superior Court of King County.

The notice in the exact form annexed, was published in regular issues of The Daily Journal of Commerce, which was regularly distributed to its subscribers during the below stated period. The annexed notice, a

ORD: 115303

was published on

09/25/90

The amount of the fee charged for the foregoing publication is

the sum of \$

, which amount has been paid in full.

ubscribed and sworn to before me on

Notary Public for the State of Washington, residing in Seattle

Affidavit of Publication

City of Seattle

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Sec. 2. SMC 4.96.020 (\$ 2 of Ordinance 111787) is amended as follows:

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- A. To implement Section 4.96.010, ((a department)) the head of any City employing unit may arrange and present ((an annual)) recognition ceremon((y))ies (such as ((a)) tours, receptions, ((or)) and entertainment activit((y))ies) ((y)), and present to outstanding volunteers, and in satisfaction of a condition of employment, to City officers and employees symbols of recognition (such as a letter, medal, plaque, pin or tie clip, jacket or cap, bouquet of flowers or an ornamental plant, or other object or experience demonstrating gratitude and acknowledgment of merit) that convey the City's appreciation. Separate ceremonies may be held for different divisions or activities.
- B. These general guidelines shall apply in undertaking any such recognition program:
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Sec. 3. SMC 4.96.030 (3 3 of Ordinance 111787) is amended as follows:

4.96.030 Refreshments.

- A. To assist in performance of assigned activities or to show appreciation of time and service donated or of meritorious compensated service, ((department)) the heads of City employing units may provide light refreshments to volunteers and, as a condition of employment, to compensated City staff, or any of the same, during or immediately after the performance of their duties if (1) funds are appropriated in the City's annual budget for the ((department)) employing unit for providing refreshments to volunteers and such staff, or (2) the refreshments are donated to the City for such purposes. Por this purpose, a ((department)) the head of a City employing unit may authorize an organization ((7 which)) that regularly provides or coordinates volunteers, to maintain furniture, machines and/or equipment for dispensing light refreshment to volunteers and to compensated City staff, and subject to the authorization of the Purchasing Agent, contract with such an organization for providing volunteers and such staff with light refreshments as authorized in this section,
- B. The term, "light refreshments," is illustrated by these examples: coffee, tea, milk, hot chocolate, fruit juices, soft drinks and non-alcoholic beverages; doughnuts, cakes, ples, cookies, fruit, sandwiches, and ((or)) light snacks; and when donated to the City for an activity or to assist and further motivate compensated City staff and volunteers, the food ((or)) and drink supplied by the donor.

Sec. 4. Any act consistent with and prior to the effective date of this ordinance is her / ratified and

Section 5. This ordinance shall take effect and be in force thirty days from and after its passage and approval, if approved by the Mayor, otherwise it shall become a law under the provisions of the city charter.

Passed by the City Council the 10th day of September, 1990, and signed by me in open session in authentication of its passage this 10th day of September, 1990.

SAM SMITH, President Pro Tem of the City Council, Approved by me this 17th day of September, 1990, NORMAN B. RICE,

Mayor.
Filed by me this 17th day of September, '990.
Attest: NORWARD J. BROOKS.
City Comptroller and City Clerk.
(Seal) By MARGARET CARTER,
Deputy Clerk.

aty Clerk. ication ordered by NORWARD J. BROOKS, Comptroller and City Clerk. of official publication in Dajiy Journal of Commerce, Scattle, September 25, (39512)